



OFFICE OF PUBLIC INSTRUCTION

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Linda McCulloch
Superintendent

Date: August 1, 2008
To: School Foodservice Managers/Directors
From: Christine Emerson, Director
School Nutrition Programs
Re: Foodservice Manager Fall Mailing

Enclosed is the annual foodservice manager fall mailing.

In this packet:

- ✓ Training and Technical Assistance; Promotions and Ready Resources
- ✓ School Foodservice Manager Essentials
- ✓ Fact Sheet – Meeting the Challenge of Rising Food Costs for Healthier School Meals
- ✓ Commodity Order Packet

Please look on the Office of Public Instruction (OPI) Web site
www.opi.mt.gov/schoolfood/index.html for the following forms (*depending on your menu planning option*):

- ✓ Traditional/Enhanced Production Record Form and Instructions
- ✓ Nutrient-Standard Production Record Form and Instructions
- ✓ Receiving School Record Form and Instructions (*for schools with satellite locations*)
- ✓ Standardized Recipes Form and Instructions

Important! *If you are a NEW foodservice manager, please contact the School Nutrition Programs office at (406) 444-2501 if you have questions about program requirements. Watch for announcements for FREE regional training sessions that will take place during the 2008-09 school year.*

Enclosures